

MEMO

DATE: November 1, 2007
TO: Administration Committee
FROM: Wayne Moore, Chief Financial Officer, 213-236-1804
SUBJECT: Reactivate Contracts Committee

RECOMMENDED ACTION:

Re-establish the Contracts Committee to provide staff with policy direction on increasing competition for SCAG's contracting opportunities.

BACKGROUND:

As part of our ongoing strategy to increase competition staff has implemented the following actions:

- Attended various tradeshow and professional association meetings to register new potential suppliers into SCAG's bid notification system;
- Removed the contract budget information from the Request for Proposal (RFP) or provided a broad budget estimate range in the RFP;
- Planned a vendor registration drive during the March 2008 SCAG Transit Summit, and
- Researched the possibility of bundling smaller dollar contracts with related work scopes. This includes combining contracts that were previously divided into phases.

However, situations continue to arise where a very limited number of consultants respond to RFP's.

Staff believes re-establishing the Contracts Committee will provide the necessary policy guidance and create a vital source of new ideas and innovative approaches to attracting new suppliers thereby increasing interest in and competition for SCAG work.


We look forward to aggressively pursuing additional approaches to increasing competition on future SCAG contracts.

FISCAL IMPACT: None.

Reviewed by:

Division Manager

Reviewed by:



Chief Financial Officer